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Approved for Release 2002/07/12 : CIA-RDP79-0065A000200050017-6

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SECRET

ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

TELEPHONE

NO.

25X1

DATE

LOG 56-977

17 October 56 P 1717

Acting Chief, Supply Division

TO 25X1

ROOM NO.

DATE

REC'D

FWD'D

OFFICER'S INITIALS

TELEPHONE

COMMENTS

1.

Compt/TAS

200
accott

26 Nov JWG

26 Nov A.M.

1/7/57 1/7/57 WPS

Please Lili
Procedure
Financial + Accounting
Procedure for Property

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

25X1

FORM NO. 1 APR 55

610

REPLACES FORM 51A WHICH MAY BE USED

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AIR

LOG 56-977

NOV 1 1958

25X1

Chief,

Director of Logistics

Acting Chief, Supply Division

INFO: Chief of Base,

Financial Property Accounting
WASH Transaction

REF: (a)
(b)

1. The following paragraphs contain our comments relative to problems outlined in paragraph 3, reference (a).

2. Correspondence from Accountable Stations and Bases under Financial Property Accounting has evidenced the need for revising the WASH concept as it applies to issues at Headquarters level. In formulating a new procedure, Headquarters has considered recommendations received from the field that could be integrated within the framework of existing procedure without altering the WASH transaction appreciably. Many of the difficulties experienced in processing this type of transaction will be resolved when the decisions relative thereto are incorporated into operating procedure.

3. Under current procedure, transfers of expendable and non-expendable property from stock to Accountable Stations operating under Financial Property Accounting are effected through the vehicle of the "In-Transit" account. Certain categories of supplies such as forms, spare parts, etc., procured for immediate issue, are processed as a direct charge to cost at Headquarters level to avoid administrative details associated with transfers of accountability. Documenting the issue of such property through the "In-Transit" account would involve the assignment of a definitive stock number and the application of a fixed price to each item processed. This step would be impractical because of the difficulty involved in identifying the numerous spare parts and odd items not normally carried in our supply system. Issues processed through the "In-Transit" account are reconciled on a line item basis upon evidence of receipt from the consignee. Since the "In-Transit" account is cleared by line item, a machine clearance of entries bearing WASH-TYPE stock numbers is virtually impossible. For reasons mentioned above, the WASH entry cannot be discarded as an instrument of issue at the present time.

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4. The problem involved is primarily due to the mechanics of issue at Headquarters level rather than the manner in which receipts are documented in the field. To correct the difficulties of the present system, it is anticipated that documents processed through the "In-Transit" account will be reconciled on the basis of total dollar value. This, in effect, will permit a comprehensive entry to the "In-Transit" account of the total dollar value of all line items appearing on the shipping document. Under the proposed system, WASH transactions will be processed through the "In-Transit" account.

5. Pending revision of current procedure, transfers of property that are costed to using components at Headquarters level should be issued on a no-cost basis by Accountable Stations. In the event the need no longer exists for such property and the property is diverted to Station stocks, the following procedure should be followed:

- a. Turn-in to stock, using transaction code 3-9.
- b. Assign temporary stock numbers for control purposes.
- c. Subsequent issue or other actions to be coded in accordance with existing procedure.



25X1

19 October 1956

Distribution:

- 3 - Addressee
- 1 - COB,
- 1 - OC-RC
- 1 - D/C
- 1 - OC-E/MSB
- ✓ 1 - Compt/TAS

- 1 - OL/SD
- 1 - OL/SD/SCB
- 1 - FE/LOG
- 1 - OL Files
- 1 - D/L Hold

OL/SD/SCB/SC:

 DIRECTOR OF LOGISTICS

OC

Compt/TAS

ACTING CHIEF, SUPPLY DIVISION

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